

MINUTES  
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES  
NOVEMBER 16, 2001

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, November 16, 2001, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

**Members present:** Brenda Collins, Sara Fox, Donald Green, Joanna Heidel, Henry Hudspeth, David Marsh, and George Walker.

**Members absent:** Veldore Heidelberg, Jimmy Murphy, and Lawrence Warren.

**Staff in attendance:** Dr. Olon Ray, Dr. Randall Bradberry, Becky Cade, Dr. Larry Day, Mary Clair Ford, Deborah Gilbert, Sandra Lucas, Anita McArthur, Jason Pugh, Eloise Richardson, Ray Smith, Dr. Wayne Stonecypher, and Dr. Evelyn Webb.

**Guests in attendance:** Jerry McClendon – Mississippi State Department of Education.

**CALL TO ORDER**

Chairman George Walker called the meeting to order at 9:05 a.m., and all guests present introduced themselves.

**PRELIMINARIES**

Brenda Collins gave the invocation.

**Approval of Minutes of the October 25-26, 2001, Board Meetings**

Upon a motion by Henry Hudspeth, and a second by Joanna Heidel, the Board voted unanimously to approve the minutes of the October 25-26, 2001, meetings.

**Review and Approval of Agenda**

Upon a motion by Donald Green, and a second by Brenda Collins, the Board voted unanimously to approve the agenda as presented.

**EXECUTIVE DIRECTOR'S REPORT**

Dr. Olon Ray introduced new SBCJC staff members, Executive Secretary-Mary Clair Ford, and Administrative Secretary-Anita McArthur.

Dr. Ray also welcomed new SBCJC member David Marsh.

Dr. Ray announced that there is a Higher Education Leadership Summit meeting set for December 17, 2001.

Mr. Walker and Dr. Ray are participating in the process to develop a formal cooperative effort between the SBCJC, IHL and the State Department of Education for planning of educational endeavors for the State of Mississippi.

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Dr. Ray gave a brief report on the Domestic Preparedness Summit hosted by Governor Ronnie Musgrove and the Mississippi Emergency Management Association held on November 13-14, 2001. Dr. Evelyn Webb participated in the Summit on behalf of the SBCJC and colleges. The Summit was held in response to the current sense of urgency felt due to the events of September 11, 2001.

Dr. Ray announced that the SBCJC office would be closed on November 22-23, 2001, and December 24-25, 2001, in observance of the Thanksgiving and Christmas holidays. On behalf of the SBCJC staff, Dr. Ray extended an invitation to the Board to attend and participate in the office Christmas luncheon that will be held on December 14, 2001, immediately following the December SBCJC meeting.

Dr. Ray shared a thank-you note from SBCJC Veldore Heidelberg for the SBCJC's support during the recent birth of her son.

Dr. Ray announced that SBCJC Director of Affiliated Activities, Dr. Randall Bradberry, was inducted into the East Mississippi Community College Sports Hall of Fame as a player and coach. The Board congratulated Dr. Bradberry on receiving the double honor.

## **REPORTS/ACTION**

### **Workforce Report**

George Walker gave a report on items discussed at of the State Workforce Development Council (SWDC) meeting held on November 14, 2001. The SWDC agreed to contract with a consultant to conduct an appraisal of the current workforce development training system to determine if the state's training needs are being met and ways that the system might be improved. A Request for Proposals to accomplish the assessment was prepared by SBCJC staff and two responses were received. One proposal was submitted by Regional Technology Strategies (RTS) in connection with MDC, Inc., of North Carolina, an agency that worked with the State of Mississippi on the Millenium Report prior to the enactment of the State Workforce Investment Act of 1994. Mr. Jim Lott, Chairman of the Federal Workforce Investment Board, has agreed to fund the assessment that will cost approximately \$212,382.00. Upon a motion by Henry Hudspeth, and a second by Donald Green, the Board voted unanimously to approve up to \$212,382.00 for the purpose of conducting the study by Regional Technology Strategies, Inc.

Mr. Walker distributed copies of an article that appeared in The Clarion Ledger on November 11, 2001, entitled Economy, Expert: 'Leadership' Only Solution and a copy of his reply (Exhibit A).

Mr. Walker stated that last year Dr. Ray, Joe Jones, and he visited with Editorial Boards across the state to discuss continuation of workforce funding. In light of comments he received and the success of the meetings, Mr. Walker and Mr. Jones are planning to schedule like meetings for the upcoming year. Once the schedule is completed Board members will receive notification and he urged them to participate in their districts when possible.

Mr. Walker gave a brief report on a meeting with the leadership of IHL Board, and the State Board of Education to continue to cooperatively work together to meet the educational needs of our State.

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Jason Pugh gave the SBCJC an update on the Mississippi Virtual Community College's plans to offer on-line training for workforce programs. He discussed the differences in academic and workforce training programs. Because of the content of the courses and the speed at which technology changes, the curriculum for workforce training programs will be market driven and will change frequently.

#### Status of Goals for FY 2002

Dr. Ray reported that SBCJC staff members are continuing to work with the colleges to develop on-line workforce and community based training classes. SBCJC staff members are working with representatives of the MACJC to review this program.

Dr. Ray reported that the revisions of the guidelines for calculation of funding for MSVCC students have been approved and implementation will begin this year.

Dr. Ray stated that the goal for revising the SBCJC Guidelines and Funding Structure for Off-Campus Sites has been achieved. Staff is continuing to work toward implementation.

Dr. Ray reported on the SBCJC goal related to development and implementation of an electronic audit procedure. Dr. Evelyn Webb reported that the computer cameras needed to implement the e-audit program had been delivered to the colleges. A demonstration of the system will be done later in the meeting.

#### MACJC Report

Dr. Randall Bradberry reported on items discussed at the October 23, 2001, Mississippi Association of Community and Junior College (MACJC) Presidents' meeting.

The Association received a report on the state's financial position by State Economist, Dr. Phil Pepper. Mrs. Deborah Gilbert discussed possible ramifications of the budget situation for the colleges. Dr. Willis Lott requested that Dr. Pepper and Mrs. Gilbert continue to meet with the MACJC for updates on the state's financial position.

The Association discussed meeting with Dr. Richard Thompson to discuss concerns related to handling of vocational/technical programs due to the absence of Division Director, Mr. Blasingame. Mr. Blasingame recently suffered a stroke as a result of injuries he sustained in a fall.

Dr. Ray distributed information obtained by Assistant Attorney General, Frankie White detailing obligations to National Guard unit members called to active duty service as a result of the events of September 11, 2001.

Dr. Starkey Morgan led a discussion concerning a recent article in The Clarion Ledger related to a proposed expenditure by the Mississippi University for Women to complete a study of why or why not students attend their college.

Dr. Clyde Muse gave a MACJC Legislative Committee report and discussed the Regional Legislative meetings. He discussed the necessity of the MACJC presenting a unified front during the upcoming legislative session.

Site Approval

Dr. Evelyn Webb presented a request from Mississippi Delta Community College to change the designation for the Greenville Higher Education Center from an off-campus site to an extension center. Upon a motion by Joanna Heidel, and a second by Brenda Collins, the Board voted unanimously to approve the request from Mississippi Delta Community College to upgrade the Greenville Higher Education Center from an off-campus site to an extension center.

EdNet Report

Dr. Evelyn Webb distributed a copy of an EdNet report and discussed items on the October 30, 2001, special meeting agenda (Exhibit B).

The focus of the special meeting was to give Frank Spencer-EdNet Attorney, Mary Ann Franklin-EdNet Board Chair, and Martin Mangold-EdNet Executive Director the tools they needed to use during negotiations with WorldCom during the contract termination process.

During the meeting it was announced that EdNet staff members Alice Cobb, and Urist McCauley had resigned.

Finance Report

Upon a motion by Sara Fox, and a second by Joanna Heidel, the Board voted unanimously to approve the Education Enhancement Fund and Budget Contingency Fund Disbursements for November 30, 2001, from funds 3295, 4080, and 4110, in the total amount of \$2,871,353.00 (Exhibit C).

Upon a motion by Sara Fox, and a second by Donald Green, the Board voted unanimously to approve a Z-I Administration Budget Escalation for 100% Federal Funds for the WIA Subgrant Modification for the increased amount of \$41,800.00 (Exhibit D).

Upon a motion by Sara Fox, and a second by Donald Green, the Board voted unanimously to approve a Z-I Administration Budget Escalation for 100% Federal Funds for the Mississippi Rural Health Corps Project in the amount of \$350,000.00 (Exhibit E).

Upon a motion by Sara Fox, and a second by Brenda Collins, the Board voted unanimously to approve the expenditure of \$617,983.50 to purchase equipment, software and cover installation cost to move the compressed video network system from a stand-alone point-to-point network to an Asynchronous Transfer Mode (ATM) network. The funding will come from the following sources: \$350,000.00 from Rural Health Corps Federal funds, \$249,033.50 from S. B. 2945 Bond and Bond Interest funds, and \$18,950.00 from S. B. 2945 Bond funds.

Upon a motion by Sara Fox, and a second by Joanna Heidel, the Board voted unanimously to approve modification to the Workforce Investment Act – MDA subgrant to increase contractual services by \$40,000.00 and indirect cost by \$1,800.00 to cover costs associated with adding four new objectives and an additional third-party subgrantee, Mr. Steve Halliburton.

Upon a motion by Sara Fox, and a second by Donald Green, the Board voted unanimously to

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approve the expenditure (not to exceed \$13,405.00) from Fund 2291 for the Facts on File News Services for the MSVCC.

Upon a motion by Sara Fox, and a second by Donald Green, the Board voted unanimously to approve the expenditure of \$12,230 from Technology Bond Funds to G.C.R. & Associates, Inc. for a contract modification and other services that will include: 1) Formation of Reports, 2) Narrative for out-of-state travel, 3) Security for changing passwords, 4) Save button for reimbursement requests, 5) Devweb maintenance, and 6) Migration of the Website.

Upon a motion by Sara Fox, and a second by Henry Hudspeth, the Board voted unanimously to approve the expenditure of \$212,382.00 from Federal WIA funds to Regional Technology Strategies, Inc., for the RFP for the SWDC's Strategic Plan.

Mrs. Fox presented financial statements for funds 2291 and 3291 for the period ending October 31, 2001 (Exhibit F). No action was required.

#### Program Report

Upon a motion by Joanna Heidel, and a second by Henry Hudspeth, the Board voted unanimously to submit a proposed change in the SBCJC GED State Policy to increase the GED testing fee from \$30.00 to \$40.00 and the retest fee from \$6.00 to \$12.00 to the Secretary of State's office to begin the Administrative Procedures process (Exhibit G). The increase is necessary in light of the introduction of the new GED test battery that becomes effective January 1, 2002.

#### Approval of Location for Classes for Fall Semester

Dr. Evelyn Webb presented a request from Copiah-Lincoln Community College for approval of Mendenhall High School as an off-campus site. Upon a motion by Henry Hudspeth, and a second by Sara Fox, the Board voted unanimously to approve Mendenhall High School as an off-campus site for Copiah-Lincoln Community College.

#### GED Report

Eloise Richardson gave the Board an update on the activities of the GED Division. She thanked the Board for their consideration in changing the GED examination testing fees. The increase will aid the local GED testing centers. The GED office is working diligently to score GED exams in light of the fact that anyone that has banked scores must pass all parts of the GED by December 31, 2001, or be forced to start over when the new examination becomes effective on January 1, 2002. Mrs. Richardson announced that no new GED examination will be given before January 14, 2002.

Mrs. Richardson reported on Adult Basic Education teacher training being held around the state in preparation for the new GED examination. The GED office is working with the Mississippi National Guard on a project to develop a curriculum to aid persons taking the ASFAB test. She also reported that her office is working with the Department of Human Services in a cooperative effort in utilizing the TABE test.

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Mrs. Richardson reported that approximately 17,000 examinees take the GED every year. About 12,000 to 13,000 take the full examination for the full time and of those individuals approximately 52% pass. Each year the GED office issues between 15,000 to 16,000 transcripts upon request and 6,500 to 7,000 diplomas as individuals pass the GED test battery. She reported that transcript requests are up for this year and may go as high as 22,000 issued.

\*The meeting recessed at 10:35 a.m.

\*\*The meeting reconvened at 10:50 a.m.

#### Travel Authorizations

Chairman Walker asked for requests to authorize travel reimbursements for events other than regularly scheduled Board meetings. On a motion by Joanna Heidel, and a second by Sara Fox, the Board voted unanimously to approve requests for reimbursement of travel expenses for the following:

George Walker for attending an Editorial Board meeting at the Sun Herald on December 5, and SWDC meetings on November 14, and December 12, 2001, in Jackson.

#### e-Audit Demonstration

Dr. Evelyn Webb thanked Ray Smith and the SBCJC MIS Division for their help in selecting the equipment that will be utilized in the e-Audit process. Dr. Webb gave the Board a brief background of how the e-audit process was developed and the procedure the colleges will use in preparing for the e-audit. A camera was set-up in the 5<sup>th</sup> floor Board room and Dr. Larry Day retired to his office on the 6<sup>th</sup> floor. Each college has been provided with the same camera equipment. Dr. Day walked the Board through the process that will be used to view the student's admission application, high school transcript, and copies of the class roll showing the student's attendance record.

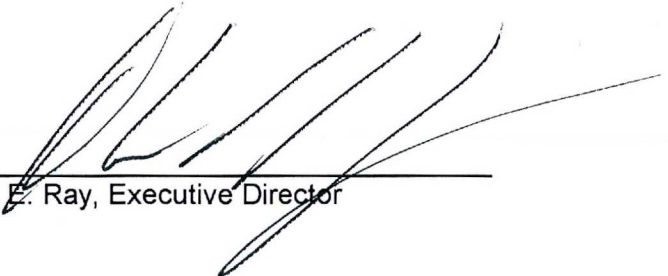
#### Other

Upon a motion by Henry Hudspeth, and a second by Donald Green, the Board voted unanimously to authorize and approve travel for Dr. Olon Ray to Bosnia on December 13-16, 2001. Dr. Ray will be traveling as part of a delegation selected by Governor Ronnie Musgrove to visit with Mississippi National Guard Troops stationed there.

#### ADJOURNMENT

The meeting adjourned at 11:30 a.m.

  
George Walker, Chairman

  
Olon E. Ray, Executive Director